

Town of Arlington  
Town Meeting Procedures Committee  
*January 4, 2024*  
Hybrid Meeting

**Call to order:** The meeting of the Town Meeting Procedures Committee was called to order by Town Moderator Greg Christiana on Thursday, January 4, 2024 at 7:35pm.

**Quorum:** All Committee members were present: Adam Auster, Greg Christiana, Rebecca Gruber (via Zoom), Christopher Moore and John Worden (via Zoom).

**Public Comments:** No members of the public initially present. Later, Archange Polynice joined via Zoom. Revisited this agenda item at 8:30pm; no public comment made.

**Minutes of Prior Meetings:** Committee members had not had opportunity prior to the evening's meeting to review the September 25, 2023 meeting minutes. Review and acceptance of the September and January minutes will be scheduled for a brief future meeting.

**Rules for announcements and complimentary resolutions at Town Meeting:**

- Mr Christiana received a request from the Chamber of Commerce to make a report to Town Meeting re: the Chamber's past year accomplishments. The advice from Town Counsel to Mr. Christiana is that per Town article only Town boards and committees (the Chamber of Commerce is affiliated with the Town, but is not a Town board or committee) may make reports to Town Meeting and that announcements pertain to future, not past, events.
- Introduction of a non-Town organization to Town Meeting should be made by a Town official or Town Meeting member
- Town Counsel advises against announcements regarding political campaigns and local ballot measures, including requests for volunteers to support such efforts.
- Presenting to Town Meeting complimentary resolutions in appreciation or sympathy are appropriate. Resolutions in condemnation are not. Town Counsel cautions against votes on complimentary resolutions, which may lack adequate public notice. Applause or voice vote might be more appropriate.
- Mr. Christiana will make additions to the Town Meeting guidelines accordingly.

**Warrant Article for specifying Annual Town Meeting start date**

- Discussion about the specific dates. February 1 is also the date by which the Select Board has to set the date for the Town Annual Election. Recommended to change the date in the draft from the fourth Monday in May to the second Monday in May. Change to "second Monday in May":
  - Moved approval: Mr. Auster
  - Seconded: Mr. Moore
  - Vote: unanimous

- Warrant article will be “inserted at the request of the Town Meeting Procedures Committee.”
- Motion by Mr. Moore to transmit the warrant article text to the Select Board
  - Seconded: Mr. Auster
  - Vote: unanimous
- Motion by Mr. Moore to present amended proposed text change of the Town bylaw to the Select Board
  - Seconded: Mr. Worden
  - Vote: unanimous

**New Business**

- Mr. Christiana stated there was no imminent need for a future meeting other than to approve the September and January meeting minutes.

Adjourn: The meeting adjourned at 8:40pm.

Moved: Mr. Worden

Seconded: Mr. Moore

Rebecca Gruber